

DEPLOYMENT READY?

Disaster response is a massive task with myriad unique challenges. By building a member base from a multitude of backgrounds – military, first responder, medical professional, IT expert – we've worked to create an organization with the knowledge and experience to tackle whatever challenge Mother Nature tosses our way.

To get these unique individuals on the same page, we require online training to ensure all members are Deployment Ready. With a baseline knowledge of disaster response strategy, tactics, and organizational culture, all members are ready to hit the ground running whenever they respond, whether they're a veteran Special Forces Medic of 16 years, an EMT from Kansas City, or a kick-ass civilian.

DEPLOYMENT READY CURRICULUM

ICS 100 and ICS 700

Introduction to ICS and Introduction to NIMS. These two courses provide new members with a strong baseline of knowledge on how disaster response operations are managed and how Team Rubicon plugs in.

Module 1

Gives members a Team Rubicon history lesson and covers our culture and operational principles. It also provides examples of what members can expect on a disaster response operation.

Background Check

Team Rubicon has no interest in a member's parking tickets, however it is paramount we ensure the safety of all of our members and the communities we are serving.

To learn more or donate, visit:

TeamRubiconUSA.org/donate

Veterans and kick-ass civilians who want to become a member, visit:

TeamRubiconUSA.org/join-the-team/

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WHY TRAINING?

When we're not responding to disasters, we're training. For Team Rubicon, that accomplishes two critical tasks: increasing disaster response capabilities and solidifying a strong volunteer community through constant engagement.

Increasing our ability to safely respond to disasters around the country and the world is of utmost importance. Each disaster presents new and different challenges – having a large toolbox allows us to maximize the impact of our response to affected communities while ensuring the safety of our volunteers.

Additionally, training together creates a stronger community for our members.



CHAINSAW OPERATION

Chainsaws are the bread and butter of a Team Rubicon disaster response operation. Whether a hurricane, tornado, or flood, having the ability to safely and quickly carve through logjams and downed trees is critical to mission success. Team Rubicon offers Chainsaw Operation courses and Chainsaw Train-the-Trainer courses to ensure members understand the necessary safety precautions and techniques while working in a disaster zone. Our Train-the-Trainer courses allow us to keep this capability in-house and meet the demands of our growing operational capacity.

INCIDENT COMMAND SYSTEM (ICS) and NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

ICS and NIMS are the federally recognized structures for emergency management and disaster relief. After September 11, the federal government recognized numerous inefficiencies and a lack of collaboration between responding agencies. With ICS and NIMS, fire, police, and other agencies are able to speak the same language and coordinate more effectively.

Team Rubicon is one of the few non-profit organizations to fully adopt NIMS and ICS, uniquely qualifying TR to respond and work with local, state, tribal, and federal agencies. Our adoption allows us to seamlessly integrate with authorities and provide relief sooner.

CORE OPERATIONS

Responding to disasters requires a lot of different skills – how to tarp a roof, how to take down a wall during a muck out, knowing the safety protocols in a disaster zone – it's not easy stuff. The Core Operations course provides a baseline standard of tactical knowledge unique to TR.

HEAVY EQUIPMENT OPERATION

Catastrophic disasters can leave devastation so complete many homes and structures are not salvageable. With heavy equipment, Team Rubicon is able to completely demolish a structure and push debris to the curb, services that would generally cost a homeowner upwards of \$10,000-\$12,000. Leaving a homeowner with a clean and cleared foundation allows the rebuilding process to start sooner.

In 2015, Team Rubicon entered into a partnership with the U.S. Fish and Wildlife Service (USFWS) to train members in heavy equipment operation on USFWS land.



TRAINING by the NUMBERS

Team Rubicon currently offers 19 online and in-person courses - all at no cost to our volunteers - so we can build stronger communities that thrive in the face of disaster. Newly developed courses include Core Operations and Instructor 1, both crucial to a successful response operation.

8,834 members trained

MODULE 1 | Team Rubicon's proprietary training introduction for new members. Provides basic knowledge of Team Rubicon response operations.

3,037 members trained

PRE-DEPLOYMENT BASIC | ICS 100 and ICS 700 offer baseline knowledge of the Incident Command Structure, the common operating language for all federal, state, and local response operations.

961 members trained

PRE-DEPLOYMENT FIELD LEADER | Ensures all field strike team leaders are well-versed in their duties.

399 members trained

ICS 300 | Intermediate ICS for Expanding Incidents builds on basic ICS knowledge.

164 members trained

ICS 400 | Advanced ICS for Command and General Staff allows volunteers to manage responses with minimal support from Headquarters.

1,424 members trained

DISASTER TECHNOLOGIST 1 | Damage Assessments ensure our teams are applying the right tactics in the areas in greatest need.

*As of May 2017

537 members trained

ASIST | Applied Suicide Intervention Skills Training provides members with the skills and resources needed to be "first responders" in mental health crises.

118 members trained

HEAVY EQUIPMENT 1 | Heavy Equipment serves as a huge force multiplier in debris removal.

1,504 members trained

CHAINSAW OPERATIONS 1 ONLINE | Online prerequisite for Chainsaw Operations ensures class time involves more hands-on training.

605 members trained

CHAINSAW OPERATIONS 1 IN-PERSON | The bread and butter of Team Rubicon operations. Helpful in removing downed trees and debris.

735 members trained

CORE OPS 1 ONLINE | This new course provides a baseline standard of tactical knowledge and skills unique to TR disaster response.

48 members trained

INSTRUCTOR 1 | This course gives a run-down of the resources and skills needed as an instructor leading TR workshops and training exercises.

WHY TRAINING?

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Additionally, training together creates a stronger community for our members.

INCIDENT MANAGEMENT TEAM (IMT)

With over 45,000 members spread across the country, our capacity to respond is dictated by the quality and competency of our leaders. Team Rubicon's IMT is tasked with not only running our most complex responses, but also training and mentoring Team Rubicon members and field leaders in disaster response.

After wildfires tore through central Washington, the town of Pateros

requested Team Rubicon's assistance in recovery efforts. With a custom-staffed IMT, designed to support the town's early recovery, Team Rubicon was granted a Delegation of Authority to manage efforts – from donation and spontaneous volunteer management to public information – for Pateros' response.



BUREAU of LAND MANAGEMENT PARTNERSHIP

Ahead of a busy fire season in 2015, the Bureau of Land Management (BLM) reached out to Team Rubicon to establish a training program for Team Rubicon members. By training our members as Type 2 Wildland Firefighters, the BLM increased its ability to respond to fires that broke out across Alaska, Washington, Montana, Oregon, and Northern California. With over 500 Team Rubicon members trained in BLM so far, this is an exciting partnership that will continue to grow in 2017.

In 2015 and 2016 alone, over 500 Team Rubicon members were trained as Type 2 Wildland Firefighters and 140 deployed with BLM firecrews to fight wildfires in the West.

AMERICAN EXPRESS
American Express awarded TR a \$300,000 grant to support wildfire training for veterans

CLAY HUNT FELLOWS PROGRAM (CHFP)

The CHFP was founded in memory of Team Rubicon member and Marine Corps veteran Clay Hunt. A 12-month fellowship, the CHFP offers veterans the opportunity to gain valuable field experience and training within Team Rubicon.

Upon leaving the military, many veterans possess the "soft skills" organizations or companies covet: strong leadership, teamwork, risk analysis, priority tasking; the list goes on. What is often less apparent are the "hard skills" needed to succeed in the civilian job market. Instead of focusing on these perceived weaknesses, the CHFP emphasizes leadership experience and teamwork. Through field experience, class work, and capstone projects, the Fellows gain valuable skills and in turn, enhance the capabilities and leadership of the organization.



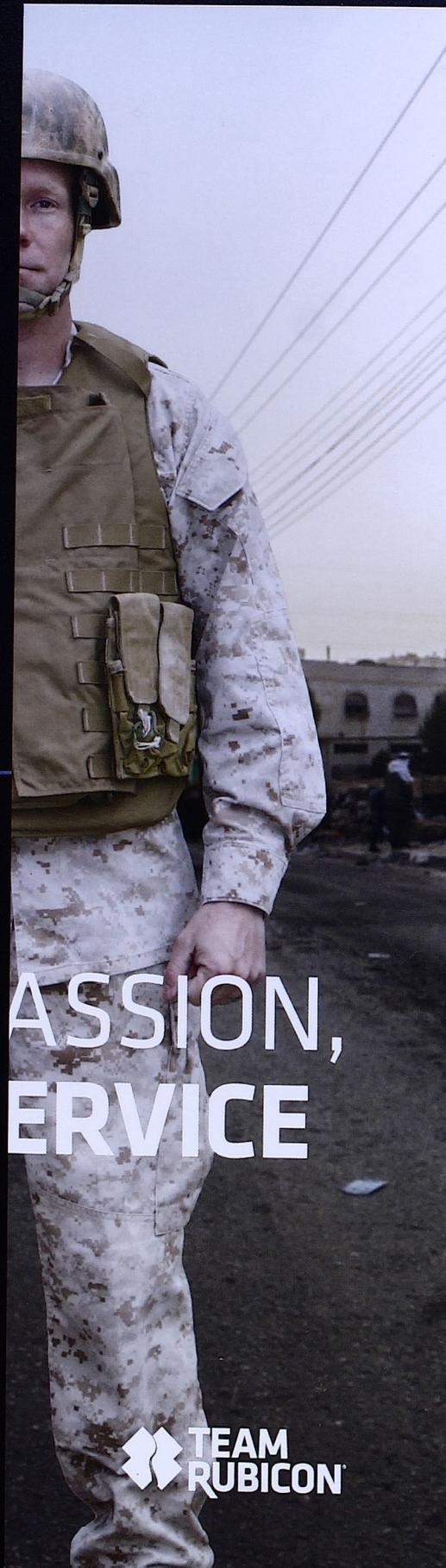
The
MAY & STANLEY SMITH
Charitable Trust



MILITARY MIKE

Mike joined the Marines at 17. He learned the value of teamwork and the proper allocation of a little elbow grease. As a helicopter mechanic, Mike learned how to work in the austere environments of Afghanistan and Iraq. He saw how to do more with less, how to adapt to shifting priorities and conditions. Each morning, Mike woke with a purpose: to serve his country and to take care of the men and women to his left and right.





PASSION,
SERVICE



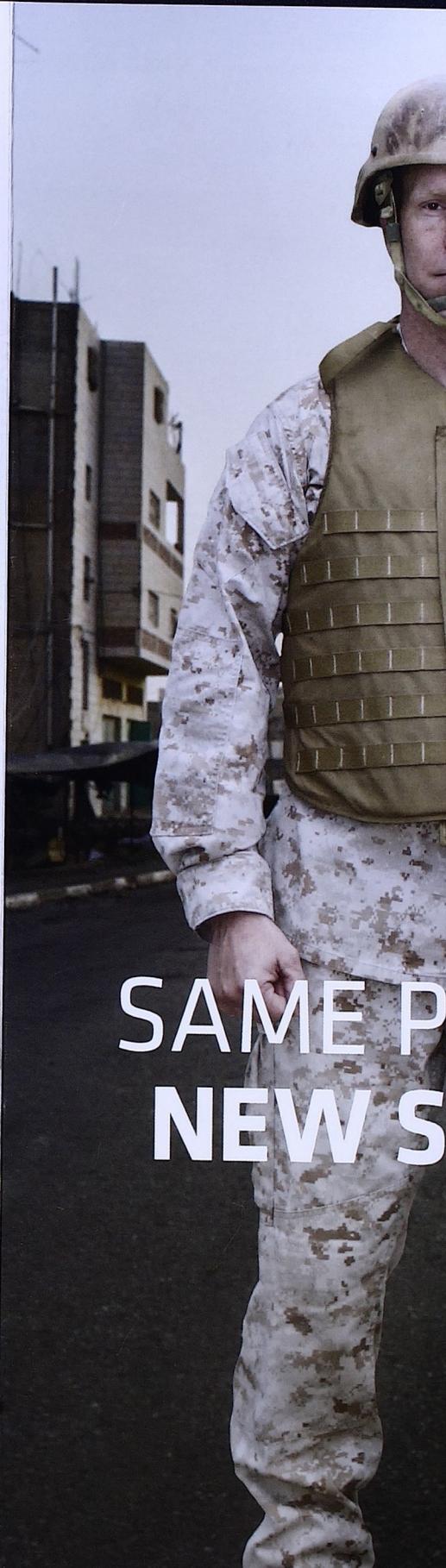
92% of veterans wish
to continue their service
after leaving the military.

GET INVOLVED.

To donate or volunteer visit
TeamRubiconUSA.org



Disasters are our business.
Veterans are our passion.



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**THINK YOU'VE GOT WHAT IT
TAKES TO JOIN THE TEAM?**

Visit TeamRubiconUSA.org for more
information on how to get involved.

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**WHO
WE ARE**

OUR STORY

On January 12, 2010, a 7.0 magnitude earthquake shook Port-au-Prince, Haiti.

Two Marines, Jake Wood and William McNulty, believed the skills and experiences they gained in the military—skills like small-unit tactics, emergency medicine, and decisive leadership—would translate perfectly to disaster response.

With the help of other veterans, doctors, and first responders, Team Rubicon treated thousands of patients in the immediate aftermath of the earthquake, weeks before large-scale aid organizations could establish their recovery efforts.

Team Rubicon is the only disaster response organization that repurposes the skills of military veterans while providing them an opportunity to continue their service.



Since then, we've come a long way—deploying on more than 200 operations in the U.S. and around the world while growing to a volunteer force of around 50,000 men and women ready to respond at a moment's notice.

In a recent survey, 92% of returning veterans said they wished to continue their service after leaving the military.

For many veterans, continued service through disaster response provides the elements of **Purpose**, **Community**, and **Identity** that are often difficult to find after taking off the uniform. These intangibles are extremely helpful in creating a successful transition from military to civilian life.

DOMESTIC CAPABILITIES



After an EF-5 tornado hit the town of Moore, Oklahoma in May 2013, TR launched Operation Starting Gun. By first coordinating with local governments and emergency management officials, TR determined how it could best assist the recovery efforts. In total, over 450 members of Team Rubicon from across the country deployed on Op Starting Gun, gathering over 3,000 damage assessments and helping 450 homeowners recover from the tornado. In total, Team Rubicon helped the community of Moore save \$3.7 million in recovery costs.



DISASTER MANAGEMENT

TR specializes in the coordination and oversight of recovery groups, as well as the management of spontaneous volunteers, maximizing the relief effort.



DEBRIS REMOVAL/ EXPEDIENT HOME REPAIR

By quickly repairing a home and removing debris after a disaster, TR helps homeowners restore a sense of normalcy and protect them from predatory price gouging.



DISASTER ASSESSMENTS

By using Palantir-equipped smartphones, TR is able to rapidly gather and disseminate information on homes and infrastructure damaged by disasters. With this data, TR can identify the hardest hit areas, share with partner organizations, and respond accordingly.



MEDICAL RELIEF & TRAINING

Internationally, access to medical care following a natural disaster or humanitarian crisis can be difficult to come by. TR deploys teams to provide immediate medical relief or train local populations in medical care.



WATER AND SANITARY HEALTH (WASH)

Water-borne illnesses found in communities after a disaster often cause more casualties than the disaster itself. By building the infrastructure for clean water in medical centers or refugee camps, TR is helping save lives.



INTERNATIONAL CAPABILITIES

When Typhoon Haiyan hit the Philippines, TR deployed a first-response team 72 hours later. Focusing on emergency medicine and recon, Team 1 saw hundreds of patients in one week. Concurrently, a construction team, logistics team, and DMAT (disaster medical assistance team) were deployed to the Philippines to provide ongoing support. Eighty-six TR members were deployed and in turn they treated upwards of 2,100 patients.

MEMBER ENGAGEMENT

Disasters don't happen every day, but life does. Team Rubicon provides growth opportunities for volunteers that lead to kickass execution in the field and success on the home front.

TRAINING

Team Rubicon offers trainings—from disaster response to mental health—to not only better prepare volunteers for disaster response operations, but to help our veterans transition from military to civilian life.

SERVICE PROJECTS

Service projects allows our volunteers to continue to serve their communities with long-term recovery efforts.



MENTAL HEALTH & PHYSICAL FITNESS

Through various non-profit partnerships, Team Rubicon offers members various physical fitness opportunities and mental health services.

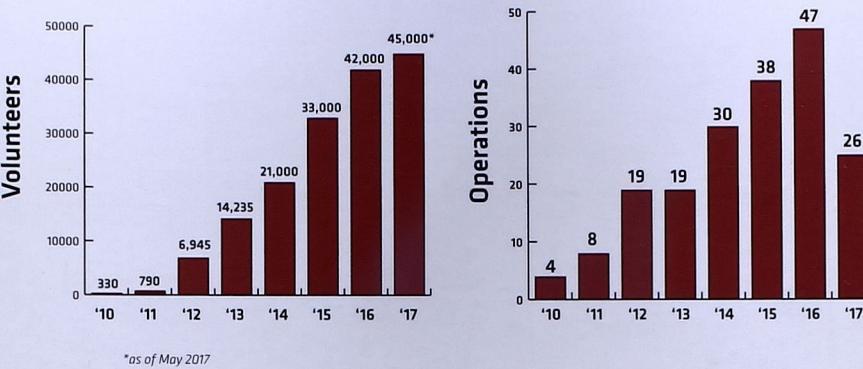
CLAY HUNT FELLOWS PROGRAM

The Clay Hunt Fellows Program is a 12-month leadership and training program that prepares veterans with training to succeed in the civilian workforce. The CHFP offers development through an advanced curriculum, a Capstone Project to improve the organization, and mission leadership experience. The intent of the Program is to develop competent professionals, capable of competing in the civilian workforce, as well as leaders within Team Rubicon.





Once our original team of eight military veterans and first responders arrived in Haiti following the devastating earthquake in 2010, Team Rubicon was born, and we have been 100% committed to providing world-class disaster response and humanitarian aid to communities who need it most. Since then, we've come a long way – deploying on nearly 200 operations in the U.S. and around the world while growing to a roster of more than 45,000 men and women ready to respond at a moment's notice.

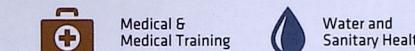


Operation Types

Domestic



International



OUR CAPACITY

Team Rubicon has adopted FEMA's National Incident Management System (NIMS), which uniquely positions our disaster response teams to communicate and integrate into federal, state, and county disaster relief operations. Team Rubicon trains all members in the Incident Command System (ICS), the national standard for incident management. Team Rubicon can work under the direction of a governmental entity or agency (based on requested function) and integrate fully into an existing ICS structure to perform disaster response functions. Team Rubicon is also a voting member of the National Voluntary Organizations Active in Disaster.

To learn more or donate, visit:

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DISASTER RESPONSE



 **TEAM RUBICON**

READY-TO-EAT, INDIVIDUAL
DO NOT ROUGH HANDLE WHEN FRESH
10 degrees Fahrenheit or below

WHY VETERANS?

Team Rubicon is the only disaster response organization that repurposes the unparalleled skills and experiences of military veterans to immediately deploy emergency response teams following disasters. Disasters present many of the same challenges that confront troops in war: distressed populations, limited resources, and uncertain information.

The skills cultivated on those same battlefields – emergency medicine, risk assessment and mitigation, logistics, teamwork, and decisive leadership – are invaluable in disaster zones. What's more, veterans are an underutilized resource and many are looking for a way to continue serving their community after military service.

We excel in the following areas of disaster response:

- Incident Management
- Damage & Impact Assessment
- Disaster Mapping
- Debris Management
- Hazard Mitigation
- Emergent Home Repair
- Spontaneous Volunteer Management
- Medical (International Operations)



2013

2014

2015

2016



TYPHOON HAIYAN / 2013

Operation Seabird
Tacloban, Philippines

Team Rubicon was **on the ground 72 hours** after Typhoon Haiyan made landfall. Over 100 members **provided immediate medical care to more than 2,100 patients** in the hardest hit areas of Leyte Province.



WASHINGTON WILDFIRE / 2014

Operation Humble Trooper
Pateros, Washington

The City of Pateros granted Team Rubicon a delegation of authority, one of the first times **a nonprofit has been charged with leading the response effort of an entire city.**



NEPAL EARTHQUAKE / 2015

Operation Tenzing
Kathmandu, Nepal

Team Rubicon **immediately deployed medical and assessment teams** to provide medical aid and gather assessment data to help guide the overall response effort.



HURRICANE MATTHEW / 2016

Operation Pete's Sake
Operation Loggerhead
Operation Spanish Moss
Operation Wolfsnare
Operation Seymour Action
Southeastern US

Team Rubicon **launched 5 operations simultaneously** in response to the devastation of Hurricane Matthew. Over 275 members answered the call, logging 16,908 hours of service to help homeowners in Florida, Georgia, South Carolina, North Carolina, and Virginia.



MOORE TORNADO / 2013

Operation Starting Gun
Moore, Oklahoma

Team Rubicon's largest operation to date **provided \$1M+ in recovery costs** to more than 450 homeowners following an EF-5 tornado.



TEXAS FLOODING / 2015

Operation Double Trouble
Wimberley, Texas

Nearly 200 Team Rubicon members deployed after the "500 Year Floods" in Texas, **providing \$410,000 in recovery costs.**



2010



HAITI EARTHQUAKE / 2010

Operation Haiti Relief
Port-au-Prince, Haiti

Treated thousands of patients immediately after the earthquake before larger aid organizations were operable.

Focused on **vulnerable populations in remote areas**.

OUR MISSION

Team Rubicon unites the skills and experiences of military veterans with first responders to rapidly deploy emergency response teams. Disasters are our business. Veterans are our passion.



2011



JOPLIN TORNADO / 2011

Operation Janis
Joplin, Missouri

Team Rubicon's second domestic operation **deployed 25 members** to support **search and rescue operations and clear debris**. Small proof of veterans serving as assets in disaster response by assisting authorities in search and rescue, debris clearing, and home repair efforts.



HURRICANE SANDY / 2012

Operation Greased Lightning
Rockaway Beach, New York
and Union Beach, New Jersey

Over 350 members deployed to Rockaway Beach, NY and Union Beach, NJ to muck out more than 350 flooded homes. Team Rubicon members served as a force multiplier, **managing over 10,000 spontaneous unaffiliated volunteers** during the response.



Once our original team of eight military veterans and first responders arrived in Haiti following the devastating earthquake in 2010, Team Rubicon was born, and we have been 100% committed to providing world-class disaster response and humanitarian aid to communities who need it most. Since then, we've come a long way – deploying on nearly 200 operations in the U.S. and around the world while growing to a roster of more than 45,000 men and women ready to respond at a moment's notice.

www.socialsecurity.gov



Social Security

What You Need to Know
When You Get Social Security
Disability Benefits



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www.socialsecurity.gov

If you receive other disability benefits

Social Security benefits for you and your family may be reduced if you also are eligible for workers' compensation (including payments through the black lung program) or for disability benefits from certain federal, state, or local government programs. You must tell us if:

- You apply for another type of disability benefit;
- You receive another disability benefit or a lump-sum settlement; or
- Your benefits change or stop.

If you're offered services under the Ticket to Work program

Social Security may send you a "ticket" that you can use to get services to help you go to work or earn more money. You may take the "ticket" to your state vocational rehabilitation agency or to an employment network of your choice. Employment networks are private organizations that have agreed to work with Social Security to provide employment services to beneficiaries with disabilities. Your participation in the Ticket to Work program is voluntary, and we provide the services to you **at no cost**. For more information, ask us for a copy of *Your Ticket to Work* (Publication No. 05-10061).

If you move

When you plan to move, tell us your new address and phone number as soon as you know them. Also, please let us know the names of any family members who are getting benefits and who are moving with you. Even if you receive your benefits by direct deposit, we must have your correct address so we can send letters and other important information to you. Your benefits will be stopped if we're unable to contact you. You can change your address at our website, www.socialsecurity.gov/changeaddress.html.

Be sure you also file a change of address with your post office.

If you change direct deposit accounts

If you change financial institutions, or open a new account, be sure to say that you want to sign up for direct deposit. You also can change your direct deposit online if you have a personal identification number and a password. Or, we can change your direct deposit information over the telephone. Have your new and old bank account numbers handy when you call us. They'll be printed on your personal checks or account statements. Changing this information takes us about 30-60 days. Don't close your old account until you make sure your Social Security benefits are being deposited into the new account.

If you're unable to manage your benefits

Sometimes people are unable to manage their money. When this happens, Social Security should be notified. We can arrange to send benefits to a relative or other person who agrees to use the money to take care of the person for whom the benefits are paid. We call the person who manages someone else's benefits a "representative payee." For more information, ask for *A Guide for Representative Payees* (Publication No. 05-10076).

NOTE: People who have "power of attorney" for someone don't automatically qualify to be the person's representative payee.

If you get a pension from work not covered by Social Security

If you start receiving a pension from a job for which you didn't pay Social Security taxes — for example, from the federal civil service system, some state or local pension systems, nonprofit organizations, or a foreign government — your Social Security benefit may be reduced. Also, tell us if the amount of your pension changes.

2017



Securing today
and tomorrow

Survivors Benefits



Securing today
and tomorrow

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SocialSecurity.gov |

The importance of Social Security survivors insurance

The loss of the family wage earner can be devastating both emotionally and financially. Social Security helps by providing income for the families of workers who die. In fact, 98 of every 100 children could get benefits if a working parent dies. And Social Security pays more benefits to children than any other federal program.

This booklet gives you an overview of Social Security survivors benefits paid to the spouses and children of workers who die. This booklet isn't intended to answer all the questions you may have. For more information about Social Security's survivors benefits, visit our website, or call our toll-free numbers.

If you're working...what you need to know about survivors benefits

"Life insurance" from Social Security

Many people think of Social Security only as a retirement program. But some of the Social Security taxes you pay go toward survivors benefits for workers and their families. In fact, the value of the survivors benefits you have under Social Security is probably more than the value of your individual life insurance.

When you die, certain members of your family may be eligible for survivors benefits. These include widows, widowers (and divorced widows and widowers), children, and dependent parents.

How do I earn survivors benefits?

As you work and pay Social Security taxes, you earn credits toward your Social Security benefits. The number of years you need to work for your family to be eligible for Social Security survivors benefits depends on your age

when you die. The younger you are, the fewer years you need to have worked. But no one needs more than 10 years of work to be eligible for any Social Security benefit.

Under a special rule, if you've worked for only one and one-half years in the three years just before your death, we can pay benefits to your children and your spouse who is caring for the children.

Who can get survivors benefits based on your work?

- **Your widow or widower** may be able to get full benefits at full retirement age. The full retirement age for survivors is age 66 for people born in 1945-1956. And the full retirement age will gradually increase to age 67 for people born in 1962 or later. Your widow or widower can get reduced benefits as early as age 60. If your surviving spouse is disabled, benefits can begin as early as age 50. For more information on widows, widowers, and other survivors, visit www.socialsecurity.gov/survivorplan.
- **Your widow or widower** can get benefits at any age if they take care of your child younger than age 16 or disabled, who's receiving Social Security benefits.
- **Your unmarried children**, younger than age 18 (or up to age 19 if they're attending elementary or secondary school full time), can also get benefits. Your children can get benefits at any age if they were disabled before age 22 and remain disabled. Under certain circumstances, we can also pay benefits to your **stepchildren, grandchildren, stepgrandchildren, or adopted children**.

NOTE: *Disabled children whose parents have limited income and resources may be eligible for Supplemental Security Income benefits. For more information read the publication, Benefits for Children With Disabilities (Publication No. 05-10026).*

- **Your dependent parents** can get benefits if they're age 62 or older. (For your parents to qualify as dependents, you would have had to provide at least half of their support.)

Benefits for surviving divorced spouses

If you've been divorced, your former wife or husband age 60 or older (50-59 if disabled) can get benefits, if your marriage lasted at least 10 years. Your former spouse, however, doesn't have to meet the age or length-of-marriage rule if they take care of your child who is younger than age 16 or disabled, and entitled on your record. The child must be yours and your former spouse's natural or legally adopted child.

Benefits paid to you as a surviving divorced spouse won't affect the benefit rates for other survivors getting benefits on the worker's record. If you're the surviving divorced mother or father, with the worker's child under age 16 or disabled in your care, your benefit can affect the benefits of others on the record.

One-time death payment

We make a one-time payment of \$255 when you die, if you've worked long enough. We can only pay this benefit to your spouse or child if they meet certain requirements. Survivors must apply for this payment within two years of the date of death.

How much are benefits?

How much your family can get from Social Security depends on your average lifetime earnings. The more you earned, the more their benefits will be.

Check your *Social Security Statement* to see an estimate of survivors benefits we could pay. It also shows an estimate of your retirement and disability

benefits, and provides other important information. Create a *my* Social Security account online to review your *Statement*.

Online *my* Social Security account

- You can now easily set up a secure online *my* Social Security account. This allows you to access your *Social Security Statement* to check your earnings and get your benefit estimates. You can also use your online *my* Social Security account to request a replacement Social Security number card (available in some states and the District of Columbia). If you receive benefits, you can also:
 - Get your benefit verification letter;
 - Change your address and phone number;
 - Request a replacement Medicare card;
 - Request a replacement SSA-1099 or SSA-1042S for tax season; or
 - Start or change your direct deposit.

You can create a *my* Social Security account if you're age 18 or older, have a Social Security number, and valid email and U.S. mail addresses. To create an account, go to www.socialsecurity.gov/myaccount. You'll need to provide some personal information to confirm your identity, and then you'll be asked to choose a username and password.

When a relative dies...what you need to know about survivors benefits

How do I apply for benefits?

If you're not currently getting Social Security benefits

Apply for survivors benefits promptly because, for some claims, we'll pay benefits from the time you apply and not from the time the worker died.

You can apply by telephone or at any Social Security office. We'll need certain information, but don't delay applying if you don't have everything. We'll help you get what you need. We need either original documents or copies certified by the agency that issued them.

The information we need includes:

- Proof of death — either from a funeral home or death certificate;
- Your Social Security number, and the deceased worker's SSN;
- Your birth certificate;
- Your marriage certificate, if you're a widow or widower;
- Your divorce papers, if you're applying as a divorced widow or widower;
- Dependent children's Social Security numbers, if available, and birth certificates;
- Deceased worker's W-2 forms or federal self-employment tax return for the most recent year; and
- The name of your bank and your account number so your benefits can be deposited directly into your account.

If you're already getting Social Security benefits

If you're getting benefits as a wife or husband based on your spouse's work, we'll change your payments to survivors benefits when you report the death to us. If we need more information, we'll contact you.

If you're getting benefits based on your own work, call or visit us. We'll check to see if you can get more money as a widow or widower. If so, you'll get a combination of benefits that equals the higher amount. You must complete an application to switch to survivors benefits. We also need to see your spouse's death certificate.

How much will I receive?

We base the benefit amount on the earnings of the person who died. The more the worker paid into Social Security, the greater your benefits will be.

Social Security uses the deceased worker's basic benefit amount to calculate the percentage survivors can get. The percentage depends on the survivor's age and relationship to the worker. If the worker who died was getting reduced benefits, we'll base your survivor's benefit on that amount. In most typical claims for benefits:

- A widow or widower, at full retirement age or older, generally gets 100 percent of the worker's basic benefit amount;
- A widow or widower, age 60 or older, but under full retirement age, gets about 71-99 percent of the worker's basic benefit amount; or
- A widow or widower, any age, with a child younger than age 16, gets 75 percent of the worker's benefit amount;
- A child gets 75 percent of the worker's benefit amount.

Maximum family benefits

There's a limit to the benefits we can pay to you and other family members each month. The limit varies between 150 and 180 percent of the deceased worker's benefit amount.

Pensions from work not covered by Social Security

If you get a pension from work for which you paid Social Security taxes, that pension won't affect your Social Security benefits. However, if you get a retirement or disability pension from work not covered by Social Security — for example, the federal civil service, some state or local government employment, or work in a foreign country — we may reduce your Social Security benefit.

For more information, read *Government Pension Offset* (Publication No. 05-10007) for government workers who may be eligible for Social Security benefits on the earnings record of a spouse. Read *Windfall Elimination Provision* (Publication No. 05-10045) for people who worked in another country, or government workers who are also eligible for their own Social Security benefits.

What if I work?

If you work while getting Social Security survivors benefits and are younger than full retirement age, we may reduce your benefits if your earnings exceed certain limits. The full retirement age for survivors is 66 for people born in 1945-1956. The full retirement age will gradually increase to age 67 for people born in 1962 or later. To find out what the earnings limits are this year and how earnings above those limits reduce your Social Security benefits, read *How Work Affects Your Benefits* (Publication No. 05-10069).

There's no earnings limit beginning with the month you reach full retirement age.

Also, your earnings will reduce **only** your benefits, not the benefits of other family members.

What if I remarry?

Usually, you can't get widow's or widower's benefits if you remarry before age 60. But remarriage after age 60 (or age 50 if you're disabled) won't prevent you from getting benefit payments based on your **former** spouse's work. And at age 62 or older, you can get benefits on your new spouse's work, if those benefits would be higher.

Right to appeal

If you disagree with a decision made on your claim, you can appeal it. For an explanation of the steps you can take, read *The Appeals Process* (Publication No. 05-10041).

You can handle your own appeal with free help from Social Security, or you can choose to have a representative help you. We can give you information about organizations that can help you find a representative. For more information about selecting a representative, read *Your Right to Representation* (Publication No. 05-10075).

Contacting Social Security

There are several ways to contact Social Security, including online, by phone, and in person. We're here to answer your questions and to serve you. For more than 80 years, Social Security has helped secure today and tomorrow by providing benefits and financial protection for millions of people throughout their life's journey.

Visit our website

The most convenient way to conduct Social Security business from anywhere at any time, is to visit www.socialsecurity.gov. There, you can:

- Create a *my Social Security* account to review your *Social Security Statement*, verify your earnings, print a benefit verification letter, change your direct deposit information, request a replacement Medicare card, get a replacement 1099/1042S, and more;
- Apply for Extra Help with Medicare prescription drug plan costs;
- Apply for retirement, disability, and Medicare benefits;
- Find copies of our publications;
- Get answers to frequently asked questions; and
- So much more!

Call us

If you don't have access to the internet, we offer many automated services by telephone, 24 hours a day, 7 days a week. Call us toll-free at **1-800-772-1213** or at our TTY number, **1-800-325-0778**, if you're deaf or hard of hearing.

If you need to speak to a person, we can answer your calls from 7 a.m. to 7 p.m., Monday through Friday. We ask for your patience during busy periods since you may experience a higher than usual rate of busy signals and longer hold times to speak to us. We look forward to serving you.



SOCIAL SERVICES

W-311 English color 10-30-17, page 1 of 2

How can we help you?

HEALTH

Health coverage

- Medi-Cal provides free or low-cost health coverage for households with low incomes.
- Covered California offers affordable health insurance. (We don't run this program, but we can help you apply.)



Food aid

- CalFresh helps you buy food, with a card that works like a debit card at the grocery checkout.
- We can provide referrals to other community food resources too.



SECURITY

Cash aid

- CalWORKs provides families with temporary cash aid and Welfare to Work services.
- General Relief provides individuals with temporary cash assistance, and SSI advocacy or job services.



Job services

- Workforce Resource Centers provide job search, job readiness and career guidance services.
- Job training is available through the Workforce Innovation & Opportunity Act (WIOA).



SAFETY

Child services

- Child Welfare Services responds to reports of child abuse or neglect, and helps strengthen families.
- Resource Family services provide shelter and care for children who cannot safely remain at home.



Adult services

- Adult Protective Services responds to reports of abuse or neglect of elderly or dependent adults, and suggests helpful services.
- In-Home Supportive Services helps elderly or dependent adults live with dignity at home.





SOCIAL SERVICES

What would you like to do?

Apply for benefits

Online

- To apply for Medi-Cal, CalFresh, General Relief or CalWORKs, visit www.MyBenefitsCalWIN.org.
- To apply for Covered California, visit www.CoveredCA.com.

Main offices

- **Santa Barbara**
234 Camino del Remedio
(805) 681-4401
- **Lompoc**
1100 W. Laurel Ave.
(805) 737-7080
- **Santa Maria**
2125 S. Centerpointe Pkwy.
(805) 346-7135

Self-Sufficiency Services (CalWORKs):
1444 S. Broadway
(805) 614-1300

Check on my benefits

To check your current benefits status or EBT balance:

Online

- Visit www.MyBenefitsCalWIN.org.

Phone

- Call our 24-hour automated information line: 1 (866) 404-4007.

In person

- Visit or call your nearest DSS office.

Get more information

Visit www.countyofsb.org/dss
or scan this QR code with
a smartphone:



Report abuse or neglect

Children

To report abuse or neglect of children:

- Call Child Welfare Services toll-free: 1 (800) 367-0166.
- If the child is in immediate danger, call 911.

Elderly or dependent adults

To report abuse or neglect of elderly or dependent adults:

- Call Adult Protective Services toll-free: 1 (844) 751-6729 (Mon-Fri, 8am-5pm).
- After hours or on holidays, call Sheriff's Dispatch: (805) 692-5744.
- For abuse in skilled nursing/residential care facilities, call the Long-Term Care Ombudsman: (805) 922-1236.
- If the person is in immediate danger, call 911.

Clean Up Safely After a Disaster

Guidance from the Centers for Disease Control (CDC)



Take steps to protect yourself and your loved ones during your cleanup after a hurricane, flood, or other natural disaster. Follow our cleanup tips and monitor your radio or television for up-to-date emergency information.

General Safety Tips

Get the right safety gear

- Hard hats
- Goggles
- N95 masks (or a respirator with a higher protection level)
- Heavy work gloves
- Waterproof boots with steel toe and insole (not just steel shank)
- Earplugs or protective headphones (if you're working with noisy equipment)
- At least two fire extinguishers (each with a UL rating of at least 10A)

If sewage is involved, make sure to wear the following during your cleanup:

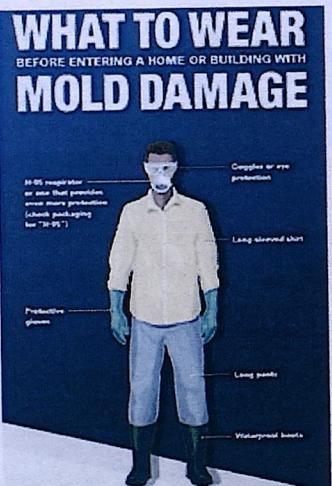
- Rubber boots
- Rubber gloves
- Goggles

Use teams to move heavy/bulky objects

- Have teams of at least two people work together to move heavy or bulky objects.
- Avoid lifting any material that weighs more than 50 pounds (per person).

Pace yourself

- Cleaning up your home can be a big job. Be sure to take care of yourself.
- Rest when you need to.
- Decide which cleanup tasks are most important, and focus on those first. That way, you're less likely to be overwhelmed.
- Get help lifting heavy or bulky objects. If you lift too much on your own, you could hurt yourself.
- Try to work with other people, so you aren't alone.
- Get support from family members, friends, counselors, or therapists.



Take precaution when using a chainsaw

- When using a chain saw, always follow manufacturer's instructions. Make sure to wear appropriate protective gear, and be sure that bystanders are a safe distance away.
- Avoid contact with power lines, and take extra care in cutting trees or branches that are bent or caught under something else.
- Use extreme caution to avoid electrical shock when using an electric chain saw.
- For tips on safely operating a chain saw, see Preventing Chain Saw Injuries During Tree Removal After a Disaster (<https://www.cdc.gov/disasters/chainsaws.html>).

Stay safe in hot weather

- In hot weather, try to stay cool by staying in air-conditioned buildings, taking breaks in shaded areas or in cool rooms, drinking water and nonalcoholic fluids often, and wearing light and loose-fitting clothing.
- Do outdoor activities during cooler hours.
- For more information on protecting yourself against heat-related illness, see the CDC Extreme Heat Web site (<https://www.cdc.gov/disasters/extremeheat/index.html>).

Mold

Prevent mold growth

- Clean up and dry your home quickly after the storm or flood ends and you are able to re-enter the home.
- Air out your house by opening doors and windows. Use fans to dry wet areas. Position fans to blow air out doors or windows.
- Throw away anything that you can't clean or dry quickly (such as mattresses, carpeting, carpet padding, rugs, upholstered furniture, cosmetics, stuffed animals, baby toys, pillows, foam-rubber items, books, wall coverings, and paper products).
- Remove and discard drywall and insulation that has been contaminated with sewage or flood waters.
- Thoroughly clean all wet items and surfaces with hot water and laundry or dish detergent. For example, you'll want to clean any flooring, concrete, molding, wood and metal furniture, countertops, appliances, sinks, and other plumbing fixtures.
- Fix any leaks in roofs, walls, or plumbing as soon as you can.



Clean up mold with a mix of bleach and water

- Never use bleach in a closed space. Open windows and doors first.
- Put on personal protective equipment to protect your eyes, nose, mouth, and skin. Wear goggles, an N-95 respirator, and protective gloves.
- To make your cleaner, mix 1 cup of household bleach with 1 gallon of water.
- Clean everything with mold on it.
- For information on Mold After a Disaster see: (<https://www.cdc.gov/disasters/mold/>), the CDC Flood Web site at: (<https://www.cdc.gov/disasters/floods/index.html>), and Homeowner's and Renter's Guide to Mold Cleanup After Disasters at (<https://www.cdc.gov/mold/cleanup-guide.html>) or more information on safely reentering flooded homes, cleaning up flood or storm water, worker safety issues, and mold cleanup issues.

Hygiene & Preventing Diseases

Disinfect toys

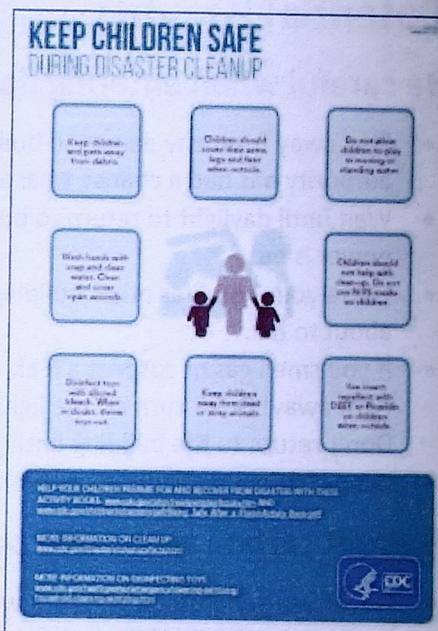
Remember that anything that's had contact with floodwater could carry germs. To keep your kids safe, make sure their toys are clean:

- Make a cleaning fluid by mixing 1 cup of bleach in 5 gallons of water.
- Wash off toys carefully with your cleaner.
- Let the toys air dry.

You may not be able to kill germs on some toys — like stuffed animals and baby toys. Throw out toys you can't clean.

Wash up with soap and water

- Wash up with soap and water once you're done cleaning.
- If there is a boil-water advisory in effect:
 - Use water that has been boiled for 1 minute (allow the water to cool before washing); or
 - Use water that's been disinfected for personal hygiene:
 - When using 5-6% unscented liquid household chlorine bleach — add a little less than 1/8 teaspoon (8 drops or about 0.5 milliliters) per 1 gallon of clear water. Stir well, and let it stand for 30 minutes before using. If the water is cloudy, add a little less than 1/2 teaspoon (16 drops or about 1 milliliter) per 1 gallon of water.
 - When using 8.25% unscented liquid household chlorine bleach — add a little less than 1/8 teaspoon (6 drops or about 0.5 milliliters) per 1 gallon of clear water. Stir well, and let it stand for 30 minutes before using. If the water is cloudy, add 12 drops (or about 1 milliliter) per 1 gallon of water.
 - If you have any open cuts or sores that were exposed to floodwater, wash them with soap and water and apply an antibiotic ointment to prevent an infection.
 - Seek immediate medical attention if you become injured or sick.
 - Wash all clothes worn during the cleanup in hot water and detergent. These clothes should be washed separately from uncontaminated clothes and linens.
 - For more tips on washing your hands, see Clean Hands Save Lives: Emergency Situations (<https://www.cdc.gov/disasters/handhygienefacts.html>).



Be careful with floodwater- it can contain dangerous bacteria

- Floodwater can contain dangerous bacteria from overflowing sewage and agricultural and industrial waste. While skin contact with floodwater doesn't pose a serious health risk by itself, eating or drinking anything contaminated with floodwater can cause diseases.
- If you have any open cuts or sores that will be exposed to floodwater, keep them as clean as possible by washing them with soap and applying an antibiotic ointment to discourage infection.

(See also Clean Hands Save Lives: Emergency Situations(<https://www.cdc.gov/disasters/handhygienefacts.html>))

- To reduce cold-related risks when standing or working in water which is cooler than 75 degrees F (24 degrees C), wear insulated clothes and insulated rubber boots, take frequent breaks out of the water, and change into dry clothing when possible.
- See also Food, Water, Sanitation, and Hygiene Information for Use Before and After a Disaster or Emergency(<https://www.cdc.gov/disasters/foodwater/index.html>) and Reentering Your Flooded Home(<https://www.cdc.gov/disasters/mold/reenter.html>).



Potential Hazards

Be careful when entering damaged buildings

- Stay away from any damaged buildings or structures until a building inspector or other government authority has had a chance to examine it and certify that it's safe.
- Wait until daylight to return to buildings so it's easier to see and avoid any hazards- especially if the power is out.
- Leave your home or other building if you hear any shifting or strange noises- this could mean it's about to fall.
- If you smell gas or suspect a leak, leave your house/building and contact emergency authorities right away! Don't turn on the lights, light matches, smoke, or do anything that can cause a spark. Don't return to the building until you're told it's safe to do so.
- Keep children and pets away from the affected area until cleanup has been completed.

Prevent carbon monoxide poisoning

- Never use generators, pressure washers, or other gasoline, propane, natural gas, or charcoal-burning devices inside your home, basement, garage, or camper—or even outside near an open window, door, or vent. Carbon monoxide—an odorless, colorless gas from these sources that can cause sudden illness and death—can build up indoors and poison the people and animals inside.
- For more information, see Carbon Monoxide Poisoning After a Disaster(<https://www.cdc.gov/disasters/carbonmonoxide.html>).

Be aware of any electrical hazards

- If electrical circuits and electrical equipment have gotten wet or are in or near water, turn off the power at the main breaker or fuse on the service panel. If you must enter standing water to access the main power switch, then call an electrician to turn it off.
- Never turn power on or off or use an electric tool or appliance while standing in water.
- Do not connect generators to your home's electrical circuits without the approved, automatic-interrupt devices. If a generator is on line when electrical service is restored, it can become a major fire hazard and it may endanger line workers helping to restore power in your area.
- For more information, see Protect Yourself and Others from Electrical Hazards After a Disaster(<https://www.cdc.gov/disasters/electrical.html>).

Be careful with dangerous materials

- Call the fire department to inspect or remove chemicals, propane tanks, and other dangerous materials.
- Wear protective clothing and gear (for example, a respirator if needed) when handling hazardous materials.
- Wash skin that may have come in contact with hazardous materials.
- Wear insulated gloves and use caution if you have to remove a car battery. Avoid any acid that may have leaked from a car battery.
- For information about possible dangers posed by chemicals, see the Chemical Emergencies page.
- For information about possible dangers posed by pollution from large farms and agricultural facilities, see the CDC Concentrated Animal Feeding Operations (CAFOs) website.

Links to Other Helpful Information

- http://www.nchh.org/Portals/0/Contents/FloodCleanupGuide_screen_.pdf

Mud Flow Cleanup Guidelines

ALERT - No Entry in Affected Areas

Cleanup cannot begin until the evacuation notice has been lifted. Residents and contractors are currently prohibited from entering these areas.

Hazardous Waste Handling

The Public Health Department environmental health hazardous materials team is identifying and removing hazardous materials from the areas in the flood and debris flow exclusion zone. Once the exclusion and evacuation order is lifted, property owners that identify additional items or materials that may be hazardous can seek advice by calling Environmental Health Services at (805)346-8460 or 681-4900.

Obtain a Demolition Permit

After the hazardous materials have been removed from your property, the next step is to obtain a demolition permit. To do so, contact the County Planning & Development Department, Building & Safety at (805) 558-3030

Clean Up Safely

During actual cleanup of mud flow, wear protective gear including eye protection, long sleeves, pants and gloves.

Damaged Vehicle Removal

Most cars can be hauled away by a towing company. If you have problems with removing a vehicle, call (805) 681-4342.

SANTA BARBARA COUNTY
**Resource Recovery &
Waste Management Division**
Innovative Environmental Solutions
More Questions? Contact us at
www.LessIsMore.org
(805) 882-3600



Waste Removal

After getting a demolition permit, **large loads** (greater than one ton) of material should be hauled by a permitted hauler or a licensed contractor to the Tajiguas Landfill in lined and covered containers. The following haulers are approved by the County:

MarBorg Industries (805) 963-1852
Waste Management (805) 242-7937
Progressive Waste (805) 564-2654
Atlas Industries (805) 928-8689
Valley Roll-Off (805) 736-8812
Bedford Enterprises (805) 922-4977
R&R Roll-Off (805) 929-8000
Engel & Gray (805) 925-2771

Most local contractors have accounts at the landfill. To set up an account ahead of time to use the landfill please see the County's web site at <http://lessismore.org/pages/thomas-fire-debris-clean-up#LandfillAccount>.

The Santa Barbara Contractors Association (SBCA) maintains and updates an online directory of demolition contractors at <http://www.sbccontractors.org/sbca-member-directory/> Providing this link is not an endorsement by the County of Santa Barbara.

Smaller loads of 1 ton or less can be hauled to:

South Coast Recycling & Transfer Station

4430 Calle Real, Santa Barbara CA 93110
Mon-Sat 7 A.M. - 5 P.M.
(805) 681-4345

Loads need to be tarped and material contained.

Not All Waste Is The Same

Separating your materials makes disposal easier on you and your wallet. You may haul clean loads of metal, green waste, and broken up concrete to these locations at reduced rates:

South Coast Recycling & Transfer Station

(address listed above)

MarBorg Industries C&D Facility

119 North Quarantina (805) 963-1852
Mon. - Fri., 7 A.M. - 5 P.M.; Sat. 7 A.M. - 4 P.M.



Free Energy-Efficient Appliances to Lower Your Electric Bill

The Energy Savings Assistance Program – Easy as 1-2-3

1. Qualification and Assessment

To be eligible, you must meet specific household income guidelines. After qualification, a contractor will do a walk-thru of your home to make an assessment regarding the potential installation of one or more appliances or services.

2. Service Delivery

Installation and services, such as weatherization, are carried out by respected community service agencies and approved contractors.

3. Inspection

An inspection may be conducted to ensure you are satisfied with the updates and to verify the installed appliances and services are working properly.



Help lower your energy costs by replacing your current household refrigerator, cooling system and lighting with more energy-efficient models through the **Energy Savings Assistance Program**.

Available Appliances and Services

Cooling Systems

If your home has a working air conditioning unit, you may receive one of the following:

- A replacement, energy-efficient, central or room air conditioner, or
- An energy-efficient evaporative cooler (also called a "swamp cooler")

Note: These services may not be available in all areas.

Refrigerator Replacement

An older refrigerator can be more costly to operate. A **free** ENERGY STAR®-qualified model can be provided to you to replace a less efficient refrigerator. Plus, we'll also take the old refrigerator away for proper disposal and recycling at no charge.

Note: All replacement refrigerators meet ENERGY STAR® standards. We will install white top-freezer models without extra features, such as icemakers. Replacement size depends on the size of the old unit.

Smart Power Strip

TVs, DVRs/home theater systems, computers, printers and game consoles are just a few electronic devices that draw power even when you think they're turned off. We'll provide a **free** smart power strip to reduce your power usage by shutting down power to your devices that go into standby mode.

Pool Pump Replacement

If your home is a single-family dwelling with an in-ground swimming pool, you may be eligible for a **free** replacement pool pump that operates much more efficiently.

Weatherization Services

Households with electric space heating may receive weatherization services to help keep your home warm in the winter and cool in the summer.

Note: If your home has natural gas space heating, you should contact your local gas provider for weatherization services.

Lighting

Energy-efficient lighting and light bulbs can help conserve energy and save you money.

- **Compact Fluorescent Lights (CFLs)** may be provided as they use up to 75% less energy than ordinary incandescent bulbs and can last seven to eight times longer.
- **Replacement outdoor fixtures with CFLs** may also be provided.
- **Energy-efficient ENERGY STAR® torchiere lamps** may be provided to replace working models that use halogen or incandescent bulbs.

To apply for the Energy Savings Assistance Program, or for further information

call **1-800-736-4777**

visit **sce.com/esap**

**Energy Savings
Assistance Program**

Certain restrictions, such as age, size and condition of the system or appliance to be replaced, may apply. The Energy Savings Assistance Program is funded by California utility ratepayers and administered by Southern California Edison under the auspices of the California Public Utilities Commission. Program funds are available on a first-come, first-served basis until funding is exhausted or the program terminated, whichever occurs first.

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R-2247-V3-0814

PROTECT YOUR SOCIAL SECURITY NUMBER AND CARD

Protect your SSN card and number from loss and identity theft. DO NOT carry your SSN card with you. Keep it in a secure location and only take it with you when you must show the card; e.g., to obtain a new job, open a new bank account, or to obtain benefits from certain U.S. agencies. Use caution in giving out your Social Security number to others, particularly during phone, mail, email and Internet requests you did not initiate.

PRIVACY ACT STATEMENT

Collection and Use of Personal Information

Sections 205(c) and 702 of the Social Security Act, as amended, authorize us to collect this information. The information you provide will be used to assign you a Social Security number and issue a Social Security card.

The information you furnish on this form is voluntary. However, failure to provide the requested information may prevent us from issuing you a Social Security number and card.

We rarely use the information you supply for any purpose other than for issuing a Social Security number and card. However, we may use it for the administration and integrity of Social Security programs. We may also disclose information to another person or to another agency in accordance with approved routine uses, which include but are not limited to the following:

1. To enable a third party or an agency to assist Social Security in establishing rights to Social Security benefits and/or coverage;
2. To comply with Federal laws requiring the release of information from Social Security records (e.g., to the Government Accountability Office and Department of Veterans' Affairs);
3. To make determinations for eligibility in similar health and income maintenance programs at the Federal, State, and local level; and
4. To facilitate statistical research, audit or investigative activities necessary to assure the integrity of Social Security programs.

We may also use the information you provide in computer matching programs. Matching programs compare our records with records kept by other Federal, State, or local government agencies. Information from these matching programs can be used to establish or verify a person's eligibility for Federally-funded or administered benefit programs and for repayment of payments or delinquent debts under these programs.

Complete lists of routine uses for this information are available in System of Records Notice 60-0058 (Master Files of Social Security Number (SSN) Holders and SSN Applications). The Notice, additional information regarding this form, and information regarding our systems and programs, are available on-line at www.socialsecurity.gov or at any local Social Security office.

This information collection meets the requirements of 44 U.S.C. §3507, as amended by Section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget control number. We estimate that it will take about 8.5 to 9.5 minutes to read the instructions, gather the facts, and answer the questions. You may send comments on our time estimate to: SSA, 6401 Security Blvd., Baltimore, MD 21235-6401. **Send only comments relating to our time estimate to this address, not the completed form.**

SOCIAL SECURITY ADMINISTRATION

Application for a Social Security Card

Applying for a Social Security Card is free!

USE THIS APPLICATION TO:

- Apply for an original Social Security card
- Apply for a replacement Social Security card
- Change or correct information on your Social Security number record

IMPORTANT: You MUST provide a properly completed application and the required evidence before we can process your application. We can only accept original documents or documents certified by the custodian of the original record. Notarized copies or photocopies which have not been certified by the custodian of the record are not acceptable. We will return any documents submitted with your application. For assistance call us at 1-800-772-1213 or visit our website at www.socialsecurity.gov.

Original Social Security Card

To apply for an original card, you must provide at least two documents to prove age, identity, and U.S. citizenship or current lawful, work-authorized immigration status. If you are not a U.S. citizen and do not have DHS work authorization, you must prove that you have a valid non-work reason for requesting a card. See page 2 for an explanation of acceptable documents.

NOTE: If you are age 12 or older and have never received a Social Security number, you must apply in person.

Replacement Social Security Card

To apply for a replacement card, you must provide one document to prove your identity. If you were born outside the U.S., you must also provide documents to prove your U.S. citizenship or current, lawful, work-authorized status. See page 2 for an explanation of acceptable documents.

Changing Information on Your Social Security Record

To change the information on your Social Security number record (i.e., a name or citizenship change, or corrected date of birth) you must provide documents to prove your identity, support the requested change, and establish the reason for the change. For example, you may provide a birth certificate to show your correct date of birth. A document supporting a name change must be recent and identify you by both your old and new names. If the name change event occurred over two years ago or if the name change document does not have enough information to prove your identity, you must also provide documents to prove your identity in your prior name and/or in some cases your new legal name. If you were born outside the U.S. you must provide a document to prove your U.S. citizenship or current lawful, work-authorized status. See page 2 for an explanation of acceptable documents.

LIMITS ON REPLACEMENT SOCIAL SECURITY CARDS

Public Law 108-458 limits the number of replacement Social Security cards you may receive to 3 per calendar year and 10 in a lifetime. Cards issued to reflect changes to your legal name or changes to a work authorization legend do not count toward these limits. We may also grant exceptions to these limits if you provide evidence from an official source to establish that a Social Security card is required.

IF YOU HAVE ANY QUESTIONS

If you have any questions about this form or about the evidence documents you must provide, please visit our website at www.socialsecurity.gov for additional information as well as locations of our offices and Social Security Card Centers. You may also call Social Security at 1-800-772-1213. You can also find your nearest office or Card Center in your local phone book.

EVIDENCE DOCUMENTS

The following lists are examples of the types of documents you must provide with your application and are not all inclusive. Call us at 1-800-772-1213 if you cannot provide these documents.

IMPORTANT: If you are completing this application on behalf of someone else, you must provide evidence that shows your authority to sign the application as well as documents to prove your identity and the identity of the person for whom you are filing the application. We can only accept original documents or documents certified by the custodian of the original record. Notarized copies or photocopies which have not been certified by the custodian of the record are not acceptable.

Evidence of Age

In general, you must provide your birth certificate. In some situations, we may accept another document that shows your age. Some of the other documents we may accept are:

- U.S. hospital record of your birth (created at the time of birth)
- Religious record established before age five showing your age or date of birth
- Passport
- Final Adoption Decree (the adoption decree must show that the birth information was taken from the original birth certificate)

Evidence of Identity

You must provide current, unexpired evidence of identity in your legal name. Your legal name will be shown on the Social Security card. Generally, we prefer to see documents issued in the U.S. Documents you submit to establish identity must show your legal name AND provide biographical information (your date of birth, age, or parents' names) **and/or** physical information (photograph, or physical description - height, eye and hair color, etc.). If you send a photo identity document but do not appear in person, the document must show your biographical information (e.g., your date of birth, age, or parents' names). Generally, documents without an expiration date should have been issued within the past two years for adults and within the past four years for children.

As proof of your identity, you must provide a:

- U.S. driver's license; or
- U.S. State-issued non-driver identity card; or
- U.S. passport

If you do not have one of the documents above or cannot get a replacement within 10 work days, we may accept other documents that show your legal name and biographical information, such as a U.S. military identity card, Certificate of Naturalization, employee identity card, certified copy of medical record (clinic, doctor or hospital), health insurance card, Medicaid card, or school identity card/record. For young children, we may accept medical records (clinic, doctor, or hospital) maintained by the medical provider. We may also accept a final adoption decree, or a school identity card, or other school record maintained by the school.

If you are not a U.S. citizen, we must see your current U.S. immigration document(s) and your foreign passport with biographical information or photograph.

WE CANNOT ACCEPT A BIRTH CERTIFICATE, HOSPITAL SOUVENIR BIRTH CERTIFICATE, SOCIAL SECURITY CARD STUB OR A SOCIAL SECURITY RECORD as evidence of identity.

Evidence of U.S. Citizenship

In general, you must provide your U.S. birth certificate or U.S. Passport. Other documents you may provide are a Consular Report of Birth, Certificate of Citizenship, or Certificate of Naturalization.

Evidence of Immigration Status

You must provide a current unexpired document issued to you by the Department of Homeland Security (DHS) showing your immigration status, such as Form I-551, I-94, or I-766. If you are an international student or exchange visitor, you may need to provide additional documents, such as Form I-20, DS-2019, or a letter authorizing employment from your school and employer (F-1) or sponsor (J-1). We CANNOT accept a receipt showing you applied for the document. If you are not authorized to work in the U.S., we can issue you a Social Security card only if you need the number for a valid non-work reason. Your card will be marked to show you cannot work and if you do work, we will notify DHS. See page 3, item 5 for more information.

HOW TO COMPLETE THIS APPLICATION

Complete and sign this application **LEGIBLY** using **ONLY** black or blue ink on the attached or downloaded form using only 8 1/2" x 11" (or A4 8.25" x 11.7") paper.

GENERAL: Items on the form are self-explanatory or are discussed below. The numbers match the numbered items on the form. If you are completing this form for someone else, please complete the items as they apply to that person.

4. Show the month, day, and full (4 digit) year of birth; for example, "1998" for year of birth.
5. If you check "Legal Alien Not Allowed to Work" or "Other," you must provide a document from a U.S. Federal, State, or local government agency that explains why you need a Social Security number and that you meet all the requirements for the government benefit. NOTE: Most agencies do not require that you have a Social Security number. Contact us to see if your reason qualifies for a Social Security number.
- 6., 7. Providing race and ethnicity information is voluntary and is requested for informational and statistical purposes only. Your choice whether to answer or not does not affect decisions we make on your application. If you do provide this information, we will treat it very carefully.
- 9.B., 10.B. If you are applying for an original Social Security card for a child under age 18, you **MUST** show the parents' Social Security numbers unless the parent was never assigned a Social Security number. If the number is not known and you cannot obtain it, check the "unknown" box.
13. If the date of birth you show in item 4 is different from the date of birth currently shown on your Social Security record, show the date of birth currently shown on your record in item 13 and provide evidence to support the date of birth shown in item 4.
16. Show an address where you can receive your card 7 to 14 days from now.
17. WHO CAN SIGN THE APPLICATION? If you are age 18 or older and are physically and mentally capable of reading and completing the application, you must sign in item 17. If you are under age 18, you may either sign yourself, or a parent or legal guardian may sign for you. If you are over age 18 and cannot sign on your own behalf, a legal guardian, parent, or close relative may generally sign for you. If you cannot sign your name, you should sign with an "X" mark and have two people sign as witnesses in the space beside the mark. Please do not alter your signature by including additional information on the signature line as this may invalidate your application. Call us if you have questions about who may sign your application.

HOW TO SUBMIT THIS APPLICATION

In most cases, you can take or mail this signed application with your documents to any Social Security office. Any documents you mail to us will be returned to you. Go to <https://secure.ssa.gov/apps6z/FOLO/fo001.jsp> to find the Social Security office or Social Security Card Center that serves your area.

SOCIAL SECURITY ADMINISTRATION
Application for a Social Security Card

Applying for a Social Security Card is free!

USE THIS APPLICATION TO:

- Apply for an original Social Security card
- Apply for a replacement Social Security card
- Change or correct information on your Social Security number record

IMPORTANT: You MUST provide a properly completed application and the required evidence before we can process your application. We can only accept original documents or documents certified by the custodian of the original record. Notarized copies or photocopies which have not been certified by the custodian of the record are not acceptable. We will return any documents submitted with your application.

For assistance call us at 1-800-772-1213 or visit our website at www.socialsecurity.gov.

Original Social Security Card

To apply for an original card, you must provide at least two documents to prove age, identity, and U.S. citizenship or current lawful, work-authorized immigration status. If you are not a U.S. citizen and do not have DHS work authorization, you must prove that you have a valid non-work reason for requesting a card. See page 2 for an explanation of acceptable documents.

NOTE: If you are age 12 or older and have never received a Social Security number, you must apply in person.

Replacement Social Security Card

To apply for a replacement card, you must provide one document to prove your identity. If you were born outside the U.S., you must also provide documents to prove your U.S. citizenship or current, lawful, work-authorized status. See page 2 for an explanation of acceptable documents.

Changing Information on Your Social Security Record

To change the information on your Social Security number record (i.e., a name or citizenship change, or corrected date of birth) you must provide documents to prove your identity, support the requested change, and establish the reason for the change. For example, you may provide a birth certificate to show your correct date of birth. A document supporting a name change must be recent and identify you by both your old and new names. If the name change event occurred over two years ago or if the name change document does not have enough information to prove your identity, you must also provide documents to prove your identity in your prior name and/or in some cases your new legal name. If you were born outside the U.S. you must provide a document to prove your U.S. citizenship or current lawful, work-authorized status. See page 2 for an explanation of acceptable documents.

LIMITS ON REPLACEMENT SOCIAL SECURITY CARDS

Public Law 108-458 limits the number of replacement Social Security cards you may receive to 3 per calendar year and 10 in a lifetime. Cards issued to reflect changes to your legal name or changes to a work authorization legend do not count toward these limits. We may also grant exceptions to these limits if you provide evidence from an official source to establish that a Social Security card is required.

IF YOU HAVE ANY QUESTIONS

If you have any questions about this form or about the evidence documents you must provide, please visit our website at www.socialsecurity.gov for additional information as well as locations of our offices and Social Security Card Centers. You may also call Social Security at 1-800-772-1213. You can also find your nearest office or Card Center in your local phone book.

SOCIAL SECURITY ADMINISTRATION
Application for a Social Security Card

Form Approved
OMB No. 0960-0066

1		NAME TO BE SHOWN ON CARD	First	Full Middle Name	Last
		FULL NAME AT BIRTH IF OTHER THAN ABOVE	First	Full Middle Name	Last
		OTHER NAMES USED			
2		Social Security number previously assigned to the person listed in item 1		_____ - _____ - _____	
3		PLACE OF BIRTH (Do Not Abbreviate)		Office Use Only	4 DATE OF BIRTH
		City	State or Foreign Country	FCI	MM/DD/YYYY
5		CITIZENSHIP (Check One)	<input type="checkbox"/> U.S. Citizen	Legal Alien <input type="checkbox"/> Allowed To Work	Legal Alien Not Allowed <input type="checkbox"/> To Work(See Instructions On Page 3)
					Other (See Instructions On Page 3)
6		ETHNICITY Are You Hispanic or Latino? (Your Response is Voluntary)	<input type="checkbox"/> Yes <input type="checkbox"/> No	7 RACE Select One or More (Your Response is Voluntary)	<input type="checkbox"/> Native Hawaiian <input type="checkbox"/> American Indian <input type="checkbox"/> Alaska Native <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> White
8		SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female		
9		A. PARENT/ MOTHER'S NAME AT HER BIRTH	First	Full Middle Name	Last
		B. PARENT/ MOTHER'S SOCIAL SECURITY NUMBER	(See instructions for 9 B on Page 3)		
10		A. PARENT/ FATHER'S NAME	First	Full Middle Name	Last
		B. PARENT/ FATHER'S SOCIAL SECURITY NUMBER	(See instructions for 10B on Page 3)		
11		Has the person listed in item 1 or anyone acting on his/her behalf ever filed for or received a Social Security number card before?	<input type="checkbox"/> Yes (If "yes" answer questions 12-13)	<input type="checkbox"/> No	<input type="checkbox"/> Don't Know (If "don't know," skip to question 14.)
12		Name shown on the most recent Social Security card issued for the person listed in item 1	First	Full Middle Name	Last
13		Enter any different date of birth if used on an earlier application for a card	MM/DD/YYYY		
14		TODAY'S DATE MM/DD/YYYY	15 DAYTIME PHONE NUMBER	Area Code	Number
16		MAILING ADDRESS (Do Not Abbreviate)	Street Address, Apt. No., PO Box, Rural Route No. City State/Foreign Country ZIP Code		
17		I declare under penalty of perjury that I have examined all the information on this form, and on any accompanying statements or forms, and it is true and correct to the best of my knowledge.			
		YOUR SIGNATURE	18 YOUR RELATIONSHIP TO THE PERSON IN ITEM 1 IS: <input type="checkbox"/> Self <input type="checkbox"/> Natural Or Adoptive Parent <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other Specify		
DO NOT WRITE BELOW THIS LINE (FOR SSA USE ONLY)					
NPN		DOC	NTI	CAN	ITV
PBC	EVI	EVA	EVC	PRA	NWR DNR UNIT
EVIDENCE SUBMITTED					
SIGNATURE AND TITLE OF EMPLOYEE(S) REVIEWING EVIDENCE AND/OR CONDUCTING INTERVIEW					
DATE					
DCL DATE					

Manufacturers often provide a battery back-up system (portable unit) for their life-support equipment. If you need assistance determining if your device has a battery back-up system, please contact the equipment manufacturer.

Note: SCE will notify Medical Baseline customers via an automatic phone call if their residential area is scheduled to experience a rotating outage that day.

What If A Portable Generator Is Part Of My Back-up Plan?

Portable electric generators can be used to provide electricity during an electrical outage. When plugging your medical device directly into a temporary portable generator, carefully follow the manufacturer's instructions. Never attempt to connect a generator to the house wiring. Only a licensed electrician should do this. Portable generators should NEVER be connected directly to the utility line.

Do I Need To Let SCE Know If I Purchase A Generator?

Yes, state law requires that you let SCE know if a generator is being used at your home or business. To notify SCE, please call **(800) 655-4555**.

For More Information

For more information or if you need help filling out your application, call SCE at **(800) 447-6620**.

C-3213

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SCE 14-539-6-L REV. 8/12 (CW)

www.sce.com

HOW TO REACH US

English	(800) 447-6620
Spanish/Español	(800) 441-2233
Chinese/中文	(800) 843-8343
Korean/한국어	(800) 628-3061
Vietnamese/Tiếng Việt	(800) 327-3031
Cambodian/ភាគ	(800) 843-1309
Tagalog	(866) 743-1646
TTY	(800) 352-8580

SOUTHERN CALIFORNIA EDISON

SOUTHERN CALIFORNIA
EDISON®
An EDISON INTERNATIONAL® Company

MEDICAL BASELINE PROGRAM

WHEN YOU REQUIRE ELECTRICALLY OPERATED LIFE SUPPORT EQUIPMENT IN YOUR HOME



SOUTHERN CALIFORNIA
EDISON
An EDISON INTERNATIONAL® Company

FOR OVER 100 YEARS...LIFE. POWERED BY EDISON.



Medical Baseline Allowance Application

An EDISON INTERNATIONAL® Company

(Used for Medical Baseline Enrollment and Re-Certification)

PART I: TO BE COMPLETED BY CUSTOMER *(please print)*

SCE Customer Account No.:	2-	Service Account No.:	3-
Customer's Name <i>(as it appears on your bill):</i>			
Medical Baseline Patient at Resident's Name <i>(if different):</i>			
Service Address:			
Customer's Mailing Address <i>(if different):</i>			
Home Phone:	()	Alternate Phone:	()

FOR CUSTOMERS BILLED BY SOMEONE OTHER THAN SCE:

Name of Mobile Home or Apartment Complex:	
Complex Address:	Unit/Space:
Complex Manager's Name:	
Complex Phone:	()
Tenant's Name:	
Tenant's Phone:	()

SCE MEDICAL BASELINE ALTERNATE CONTACT INFORMATION:

SCE is gathering customer information for communication enhancements. After April 2011, in addition to our current communication methods (i.e. phone and mail), SCE will have the capability of communicating with you via e-mail, text messaging, and for the hearing impaired, via teletypewriter (TTY).

Please indicate your preferred method to receive planned or rotating power outage information from SCE and provide the information needed to contact you by your selected method:

<input type="radio"/> Phone <i>(please indicate telephone number):</i> ()
<input type="radio"/> TTY <i>(please indicate telephone number):</i> ()
<input type="radio"/> Text message <i>(please indicate cell/telephone number):</i> ()
<input type="radio"/> E-mail <i>(please indicate e-mail address):</i>

CUSTOMER UNDERSTANDS THAT:

- ① If a doctor certifies the resident's medical condition is permanent, the Medical Baseline resident must complete a form self-certifying his/her continued eligibility for Medical Baseline every two years.
- ② If a doctor certifies the resident's medical condition is not permanent, the Medical Baseline Resident must complete a form self-certifying his/her continued eligibility for Medical Baseline each year and the customer must submit a new application with a doctor's certification every two years.
- ③ If the resident is visually impaired, the customer may contact SCE to request special notification when either re-certification (to complete a new application with a doctor's certification) or self-certification forms are mailed.
- ④ SCE cannot guarantee uninterrupted gas and electric service and customer is responsible for making alternate arrangements in the event of a gas or electric outage.

I certify that the above information is correct. I also certify that the Medical Baseline resident lives full-time at this address, and requires or continues to require the Medical Baseline Allowance. I agree to allow SCE to verify this information. I also agree to promptly notify SCE if the qualified resident moves or no longer requires the Medical Baseline Allowance.

Customer Signature: _____ Date: _____

The Standard Medical Baseline Allowance is 16.5 kilowatt-hours of electricity per day (0.822 therms of natural gas per day), which is in addition to your standard Baseline Allocation. If this allowance does not meet your medical needs, please contact SCE at 1-800-447-6620 to discuss additional amounts.

A MESSAGE FROM THE DISTRICT ATTORNEY

My office and I are dedicated to assisting victims and their families in healing. It is our goal to ensure that each victim becomes a survivor in every sense of the word; before, during and after the court process. This includes seeking restitution wherever possible.

If you or someone you care about has become a victim of a crime, please call us. We provide services county-wide. We have offices in Santa Barbara, Santa Maria and Lompoc.

SANTA BARBARA / SOUTH COUNTY

(805) 568-2400

Website

www.countyofsb.org/da



Santa Barbara County District Attorney



HELP FOR VICTIMS OF CRIME

Victim-Witness Assistance Program
Santa Barbara County District Attorney's Office

RESPECT

SUPPORT

ADVOCACY



Victim-Witness Assistance Program

Santa Barbara County District Attorney's Office

Publication 012345 BCDA © copyright 2017.

Victim Advocate: _____

Phone: _____

Case #: _____

Santa Barbara County District Attorney's Office

Website

www.countyofsb.org/da



Santa Barbara County District Attorney

NORTH COUNTY NUMBER

(805) 346-7529

Victim-Witness Assistance Program

Santa Barbara County District Attorney's Office

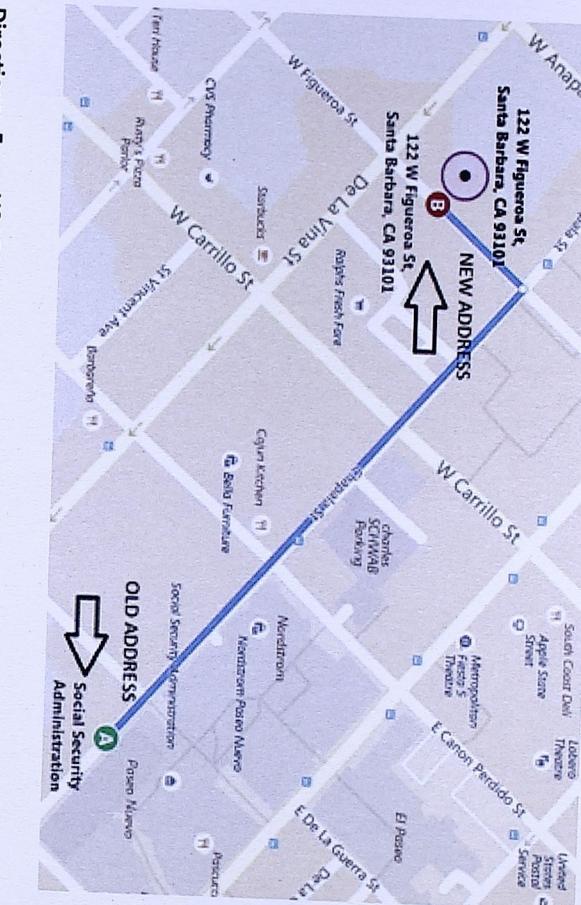
SOCIAL SECURITY ADMINISTRATION

Santa Barbara Office Relocation - January 22, 2018

Social Security Administration

122 W. Figueroa Street

Santa Barbara, CA 93101



www.socialsecurity.gov

1-800-772-1213



VICTIM-WITNESS ASSISTANCE

A violent crime can impact many aspects of a person's life. Not only does crime affect the victim but also loved ones and sometimes even, an entire community. A crime can have long lasting physical, emotional, and financial effects.

Often the needs of crime victims can appear to be overshadowed by the focus on the investigation and prosecution of the accused. The Santa Barbara County Victim-Witness Assistance Program seeks to make the criminal justice system more understandable, accessible and responsive to the concerns of victims and witnesses.

Our Victim Advocates are available to ensure that crime victims and their family members are kept informed and supported throughout the criminal justice process.

We have specially trained advocates to assist victims of elder and dependent adult abuse.

Legal Residency is not required in order to receive

Victim-Witness Assistance Services.

PROGRAM SERVICES

- Crisis Intervention
- Emergency Assistance
- Orientation to the Criminal Justice System
- Case Status Information
- Court Support and Escort
- Investigative Interview Accompaniment
- Crime Prevention Information
- Temporary Restraining Order Assistance
- Property Return
- Referral to Community Resources
- Compensation for Crime Related Expenses
- Creditor Intervention
- Employer Intervention
- Restitution Assistance
- Transportation Assistance
- Witness Protection
- Confidential Address Program Information

VICTIM COMPENSATION PROGRAM

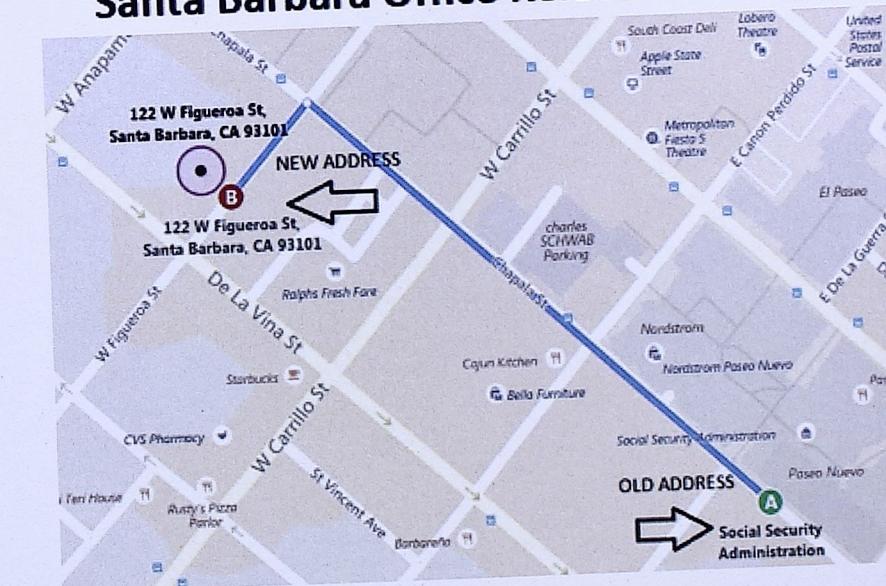
The California Victim Compensation Program (VCP) can assist crime victims and their loved ones with expenses that result from certain violent crimes. If you have been injured or threatened with injury, or if someone in your family has been a victim, you or if someone in your family has been a victim, you may be eligible for financial help. The VCP can assist victims when the crime occurs in California and can also help California residents who are victimized outside the state and/or country.

Among expenses that may be covered are:

- Medical and Dental
- Mental Health Services
- Relocation Assistance
- Income and Support Loss
- Funeral and Burial costs
- Home Security Upgrades
- Crime Scene Clean Up
- Home or Vehicle modifications
- Job retraining
- Medical/Dental Devices

The program requires cooperation with law enforcement and VCP program staff. The victim cannot have participated in or been involved in the commission of the crime.

SOCIAL SECURITY ADMINISTRATION Santa Barbara Office Relocation - January 22, 2018



Directions: From US 101 take Carrillo St. exit and head east towards downtown. Turn left on Chapala St. Go one block and turn left on Figueroa St. Go ½ block.

Social Security Administration
122 W. Figueroa Street
Santa Barbara, CA 93101

www.socialsecurity.gov

1-800-772-1213



1-800-927-4357

www.insurance.ca.gov

Home Inventory Guide

The California Department of Insurance

Consumer Education and Outreach Bureau

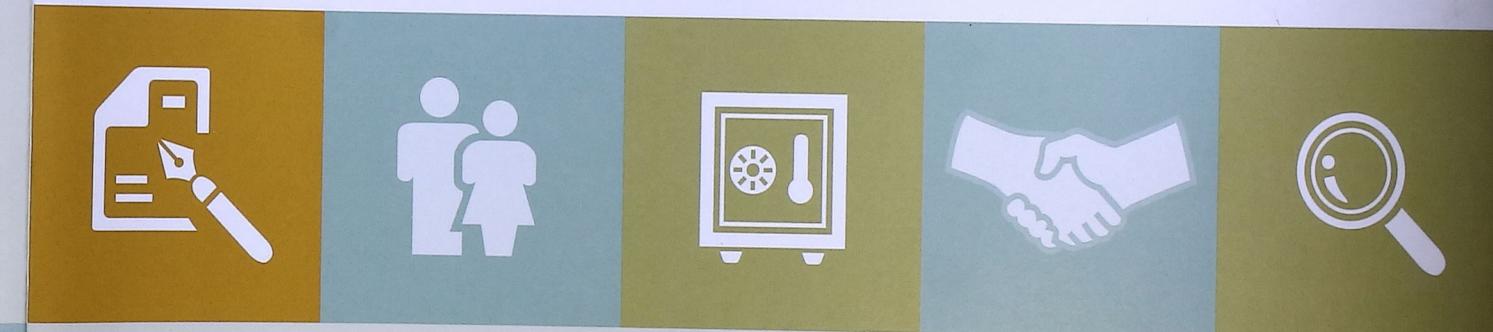
300 South Spring Street, South Tower, Los Angeles, CA 90013

1-800-927-4357 (*Consumer Hotline*)

1-800-482-4833 (*TDD*)

1-877-401-9550 (*Consumer Education & Outreach*)

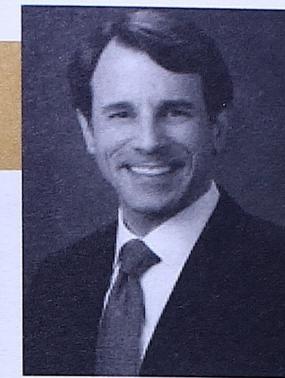
www.insurance.ca.gov



Dave Jones, Insurance Commissioner
California Department of Insurance



This brochure is a project of the California Department of Insurance
Form 408 / Home Inventory Guide
September 2015 – Flex



Dave Jones
Insurance Commissioner

Dear California Consumer:

The California Department of Insurance (CDI) is the nation's leading consumer protection agency and your best resource for honest and impartial answers to insurance questions.

We have knowledgeable insurance professionals staffing our consumer hotline. My staff is available to help you get answers to insurance related questions, file a request for assistance, or report suspected insurance fraud.

Call 800-927-HELP (4357) or visit www.insurance.ca.gov to view all of our consumer information guides and insurance resources. These tools are available to consumers for free.

Thank you for giving us the opportunity to serve you.

Sincerely,

A handwritten signature in black ink that reads "Dave Jones".

Dave Jones
California Insurance Commissioner



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Introduction

Listing all your possessions in the event of a disaster such as fire, an earthquake or burglary can be difficult. The emotions experienced after a loss may present a big challenge when you try to remember all of your personal possessions. Natural Disasters can strike anywhere at anytime. It is very important to take inventory of your personal property before you have a loss.

A complete household inventory can help you establish:

- A record of the contents of your home and their value.
- A record of serial numbers of your electronic goods and appliances.
- An indication of whether or not your insurance coverage is adequate.

This booklet is strictly intended as a guide to aide and assist you in documenting your possessions. Each home is unique in it's structure. Therefore, it may be necessary for you to copy certain pages or add additional sheets to complete your inventory. Please feel free to copy any page you may need.

A home inventory should be completed to keep track of your belongings and valuable items. A home inventory guide is available to all consumers through the Department of Insurance by calling us at 800-927-4357 or visit our website at www.insurance.ca.gov and download the Home Inventory Guide.

Inventory Tips

In addition, the National Association of Insurance Commissioners (NAIC) has launched an app for your iPhone® or Android phone which allows users to create a home inventory of your possessions. The free app lets you quickly photograph and capture images, descriptions and serial numbers, and stores the information electronically for safekeeping. The app organizes everything by room and category, and creates a back-up file for e-mail sharing. Photographs of household goods are especially helpful when an item is hard to describe on paper, or if a purchase receipt cannot be obtained. Each photograph should be labeled with date stamps and any additional pertinent information. You can get further information by visiting the NAIC website.

We recommend the following tips:

1. Walk around with a video camera, video every drawer and commentary about each item, email to someone offsite; or
2. Use the NAIC myHOME Scr.APP.book app which is available through iTunes for iPhone® and the Android Marketplace; or
3. Use this Department of Insurance paper version which provides insurance information and tips.

A copy of the inventory and supporting documentation, such as receipts and model numbers, should be stored in a safe place, such as a safe-deposit box, work office, or a relative's house. These records should also include financial documents such as insurance policies and mortgage information. Home inventories should be updated at least three times per year, and your insurance company should be notified of new purchases so that you are adequately insured for the entire amount of your belongings.

Need For Documentation

We recommend that you document all the personal property in your residence. Please use this booklet as a guide. While the pages of the booklet may include the main sections of your home many other areas may not be indicated. Do not forget the other areas such as extra closets, pantries, basements, attic, etc. Go through each room; write down and take photos or videos of everything in the room.

If you take videos, the video should include copies of receipts (if available) next to the item and also clearly show the serial number (if applicable). If video is used remember to date stamp all documents; the date of the recording. We encourage you to have a friend or family member operate the video while you narrate in a slow and clearly audible tone.

Storage Of Inventory Guide

Storage of your Home Inventory Guide is essential. We recommend that you keep an updated copy of the document in hard copy or electronic storage devise (such as an external drive or flash drive) in at least two of the following places:

- Fire resistant box in your home, i.e., a safe.
- At your place of employment in a locked cabinet.
- With a family member, close friend or relative.
- With your accountant and/or lawyer.
- Safety deposit box.

Remember it is important to store copies of your inventory in a safe place away from your home.

Updating your Inventory Guide

Updating your Home Inventory Guide is very important. Major purchases such as flat screen televisions and refrigerators should be included in this guide at your earliest convenience after the purchase. We suggest you review and update your Home Inventory Guide three of four times a year (such as at the beginning of each season) to keep the document current. Once you have completed your updates, check with your agent or insurance company to determine if your coverage is adequate or if additional coverage is needed.

Homeowner's Bill of Rights

The largest single investment most consumers make is their home and related property. In order to best protect these assets, it is wise for consumers to understand the homeowner's insurance market. Consumers should consider the following:

Read your policy carefully and understand the coverage and limits provided. Homeowners insurance policies contain sub limits for various coverages such as personal property, debris removal, additional living expenses, detached fences, garages, etc.

- Keep accurate records of renovations and improvements to the structure of your home, as it could affect your need to increase your coverage.
- Maintaining a list of all personal property, pictures, and video equipment may help in case of a loss. The list should be stored away from your home.
- Comparison shop for insurance, as not all policies are the same and coverages and prices vary.
- Take time to determine the cost to rebuild or replace your property in today's market. You can seek an independent evaluation of this cost.
- You may select a licensed contractor or vendor to repair, replace, or rebuild damaged property covered by the insurance policy.
- An agent or insurance company may help you establish policy limits that are adequate to rebuild your home.
- Once the policy is in force, contact your agent or insurance company immediately if you believe your policy limits may be inadequate.

A Consumer is entitled to receive information regarding homeowner's insurance. The following is a limited overview of information that your insurance company can provide:

- The California Residential Property Insurance Disclosure.
- An explanation of how your policy limits were established.
- The insurance company's customer service telephone number for underwriting, rating and claims inquiries.
- An explanation for any cancellation or non-renewal of your policy.
- A copy of your policy.
- The toll-free telephone number and internet address (URL) for reporting complaints and concerns about homeowner's insurance issues to CDI's consumer services unit.
- In the event of a claim, an itemized, written scope of loss report prepared by the insurer or its adjuster within a reasonable time period.
- In the event of a claim, notification of a consumer's rights with respect to the appraisal process for resolving claims disputes.
- In the event of a claim, a copy of the Fair Claims Practices Regulations.

The information provided herein is not all-inclusive and does not negate or preempt existing California law. If you have any concerns or questions, the officers at our Consumer Hotline are here to help you. Please call us at 800-927-4357 or visit our website at www.insurance.ca.gov.

Insurance Coverages

Attach Here

Please attach a photo copy of your current Homeowner's declarations page(s).

Homeowner's Policy Information

Name Insured: _____

Insurance Company: _____

Insurance Company's phone number: _____

Policy Number: _____

Agent's Name: _____

Agent's Phone number: _____

Structure Or Dwelling Coverage

Along with documenting the personal property within your home, the accurate coverage of your residence itself is a very important aspect of homeowner's insurance.

The replacement cost of your home is based upon its square footage multiplied by the cost per square foot to rebuild your structure. The quality of construction and your home's refinements should also be considered. Unless you are willing to take a loss, the dwelling or structure limit should be the amount it would cost to replace the house. Most insurers have in-house formulas which they use to evaluate the replacement cost of your home. However, you may find these formulas are not necessarily consistent.

READ YOUR POLICY CAREFULLY

If you do not understand any part of your policy or have questions about what it covers, contact your insurance agent or company.

The cost to rebuild your home may be very different from the market value of your home since reconstruction is based primarily on the cost of labor and materials. Many factors can affect the cost to rebuild your home, including the size of your home, the type of construction, and any unique features. Because of the variability, your independent agent should be able to assist you in establishing an appropriate limit to rebuild your home. You may also wish to contact a local building contractor in order to determine the current cost to rebuild your home per square foot. If this information greatly differs from your insurer's determination, be sure to have the contractor reflect his computations in writing, preferably under his business letterhead.

Lastly, it is important for you to periodically assess and, if necessary, update your insurance limits in order to maintain an appropriate limit that reflects current construction costs. Find out from your agent or insurer if your homeowner's insurance coverage limits are automatically reviewed or increased each year. Remember, ultimately it is your responsibility to make sure you are adequately insured.

Living Room

Items	Specific	Brand Name/Model	Date Purchased	Purchased Price
Furniture				
Chairs	How many			
Coffee tables	How many			
End tables	How many Shape			
Lamps	How many Size			
Love seat				
Curio cabinet	Type			
Other tables				
Paintings				
Pictures				
Piano				
Sofas	How many			
Tapestries				

Miscellaneous Items

Summary

We hope this has proved to be more than an exercise for you. Your home and its furnishings are normally your greatest possessions. Taking stock of your real and personal property not only provides a measure to compare your insurance coverage by, it also allows an individual to gain a true perspective of what their possessions mean to them.

Summary of Items

Totals from page(s)	Room or Category	Cost	Replacement cost at time of loss
8-10	Living Room		
11	Dining Room		
12-13	Kitchen		
14-16	Master Bedroom		
17	Master Bath		
18	Bedroom No. 2		
19	Bedroom No. 3		
20	Bedroom No. 4		
21	Bathroom No. 2		
22	Bathroom No. 3		
23	Bathroom No. 4		

Summary of Items continued

Total from page(s)	Room or Category	Cost	Replacement cost at time of loss
24	Family Room		
25	Office/Library/Study		
26	Den or Loft		
27	Linen Closet		
28	Books		
29	Jewelry		
30	Collectibles/Fine Arts/Antiques		
31	Garage/Workshop		
32	Outdoor Equipment		
33	Computer Equipment		
34	Sporting Equipment		
35	Miscellaneous Items		
Grand total as of date		/ /	\$ _____ \$ _____

Talk to the Department of Insurance

We are the state agency that regulates the insurance industry. We also work to protect the rights of insurance consumers.

Contact the California Department of Insurance (CDI):

- If you feel that an insurance agent, broker, or company has treated you unfairly.
- If you have questions or concerns about insurance.
- If you want to order CDI brochures.
- If you want to file a request for assistance against your agent, broker, or insurance company.
- If you are having difficulty filing a claim with your insurance company.
- To check the license of an agent, broker, or insurance company.



Call:

Consumer Hotline **1-800-927-4357**

TDD **1-800-482-4833**

8:00 AM to 5:00 PM, Monday to Friday, except holidays



Visit us on the Web at:

www.insurance.ca.gov



Write:

California Department of Insurance

300 South Spring St., South Tower, Los Angeles, CA 90013



Visit us in person:

300 South Spring St., South Tower, 9th Floor, Los Angeles, CA 90013

8:00 AM to 5:00 PM, Monday to Friday, except holidays